

77-2661



ALAN J. DIXON  
Secretary of State

(INDEX DIVISION)  
(RULES SECTION)

# ILLINOIS BULLETIN

## Rules and Regulations of Governmental Agencies

### VOLUME NUMBER ONE

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RULES SECTION

### ISSUE NUMBER TEN

490 CENTENNIAL BUILDING  
SPRINGFIELD, IL 62756  
PHONE: 217-782-9786  
217-782-8570

WEEKLY PUBLICATION

ISSUE DATE - September 2, 1977

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## NOTICE

AS OF THIS DATE THE ILLINOIS BULLETIN, PUBLISHED PURSUANT TO THE PROVISIONS OF THE ILLINOIS ADMINISTRATIVE PROCEDURE ACT, IS APPLICABLE ONLY TO THE FOLLOWING STATUTES AND DEPARTMENTS IN PART:

**(A) Department on Aging**

1. Illinois Act on the Aging  
(Chapter 23, Paragraph 6105.02)

**(B) Department of Children and Family Services**

1. Act creating the Department of Children and Family Services  
(Chapter 23, Paragraph 5004)

**(C) Dangerous Drug Commission**

1. "Dangerous Drug Abuse Act"  
(Chapter 91½, Paragraph 120.13)

**(D) Department of Mental Health**

1. Mental Health Code of 1967  
(Chapter 91½, Paragraph 12-10)
2. An Act codifying the powers and duties of the Department of Mental Health and Developmental Disabilities  
(Chapter 91½, Paragraph 100-5)
3. Mentally deficient persons  
(Chapter 91½, Paragraph 213)
4. Community Mental Health Act  
(Chapter 91½, Paragraph 308.1)
5. Alcoholism and Intoxication Treatment Act  
(Chapter 91½, Paragraph 510.01)
6. Specialized Living Centers Act  
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**(E) Department of Public Health**

1. An act in relation to Public Health  
(Chapter 111½, Paragraph 22)
2. Prophylactic medicines to indigent rheumatic fever patients  
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3. Prevention of certain communicable diseases  
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4. Chronic renal diseases  
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5. Anti-pulio vaccine  
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6. Nursing homes, sheltered care homes and homes for the aged  
(Chapter 111½, Paragraph 35.16b)
7. Vital Records Act  
(Chapter 111½, Paragraph 73-3.1)
8. Registration of marriages, divorces and annulments  
(Chapter 111½, Paragraph 73-53.1)
9. Hospitals to render hospital emergency service  
(Chapter 111½, Paragraph 86.6)
10. Illinois Plumbing License Law  
(Chapter 111½, Paragraph 116.62)
11. Illinois Water Well Construction Code  
(Chapter 111½, Paragraph 116.118)
12. Illinois Water Well Pump Installation Code  
(Chapter 111½, Paragraph 116.159)
13. Private Sewage Disposal Licensing Act  
(Chapter 111½, Paragraph 116.324)
14. Control and supervision over public water supplies  
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15. Impounding Dispositions of stray animals  
(Chapter 111½, Paragraph 133.1)
16. Hospital Licensing Act  
(Chapter 111½, Paragraph 147.2)
17. Ambulatory Surgical Treatment Center Act  
(Chapter 111½, Paragraph 157-8.10a)
18. Illinois Migrant Labor Camp Law  
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19. Radiation Protection Act  
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20. Personal radiation monitoring service  
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21. Uniform Hazardous Substances Act  
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22. Illinois Poison Prevention Packaging Act  
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23. Youth Camp Act  
(Chapter 111½, Paragraph 549.21a)
24. Illinois Blood Bank Act  
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25. Blood Labeling Act  
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26. Illinois Clinical Laboratory Act  
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27. Registration of laser systems  
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28. Mobile Home and Mobile Home Park Act  
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**(F) Board of Vocational Rehabilitation**

1. Vocational Rehabilitation of Disabled Persons  
(Chapter 23, Paragraph 3434a)

ILLINOIS DEPARTMENT OF PUBLIC HEALTH - Proposed Adoption of Administrative Rules and Regulations for the Licensing of Structural Pest Control Businesses and the Certification of Structural Pest Control Technicians

The Illinois Department of Public Health proposes to adopt Rules and Regulations for the licensing of commercial and non-commercial structural pest control business locations and the certification of structural pest control technicians, by examination, in accordance with the provisions of the Structural Pest Control Act (Chapter 111½, paragraph 2201 et.seq., Illinois Revised Statutes 1975). This proposed action will establish Article I, II, III, IV, V, VI of the Rules and Regulations for the Licensing of Structural Pest Control Businesses and the Certification of Structural Pest Control Technicians.

The proposed Rules and Regulations, which contain procedures for applying for licenses, registration, examinations and certification and, in addition, procedures for investigation, inspection and records relating to pesticides and pesticide applications fulfill part of the intent of the Structural Pest Control Act and its Rules and Regulations; that is, "..... to protect, promote, preserve the public health and general welfare by providing for the establishment of minimum standards for the selection, formulation and application of pesticides and to provide for the licensure of structural pest control businesses, and certification of structural pest control technicians." (Chapter 111½, Section 2202, Illinois Revised Statutes - 1977).

The proposed Rules and Regulations were developed through the efforts of the Illinois Pest Control Association, the Illinois Food Processing and Food Manufacturing Pesticide Committee and the Structural Pest Control Advisory Council, all of which represent the commercial and non-commercial pest control businesses, the local health departments and colleges and universities. The proposed Rules and Regulations reflect the current thinking of the Department and the industry. The Rules and Regulations also serve to establish approval of the state program from the U.S. Environmental Protection Agency who is the administrative authority of the U.S. Federal Insecticide, Fungicide and Rodenticide Act.

Some aspects of the proposed Rules and Regulations are



as follows:

1. Article I contains definitions used in the Rules and Regulations that are not found in the Structural Pest Control Act.
2. Article II identifies the information required in an application for license as a commercial structural pest control business location; registration for non-commercial structural pest business location; and, application for examination as a certified pest control technician. Additional rules include the requirements for record keeping, certificates of insurance, supervision of non-certified pest control technicians, mis-use of pesticides, and investigation and inspections by the Department.
3. Article III establishes the rules which govern the examinations administered to structural pest control technicians by the Department.
4. Article IV establishes rules regarding the application and approval of structural pest control courses administered by colleges, universities or any other entity.
5. Article V establishes the rules that govern the application and approval of structural pest control training seminars administered by colleges, universities or any other entity.

If any interested persons wish to present their views concerning this intended action, they may do so by sending written comments to the attention: Mr. George E. Merrihew, Program Administrator, Structural Pest Control Program, Division of Sanitation, Illinois Department of Public Health, 535 West Jefferson Street, Springfield, Illinois 62761. The Department will consider all written comments received by the Department within 30 days, beginning on the date of publication of this Notice.

In addition, a public hearing at the Illinois State Fairgrounds, Junior Livestock Building Auditorium, Springfield, Illinois at 9:00 A.M., October 7, 1977 for the purpose of receiving oral testimony.

P R O P O S E D

ILLINOIS STRUCTURAL PEST CONTROL ACT  
AND  
ADMINISTRATIVE RULES AND REGULATIONS

## ARTICLE I

## DEFINITIONS

In addition to the definitions contained in the Illinois Structural Pest Control Law, the following definitions, when used herein, shall apply:

- RULE 1.00 "ACT" means the "Illinois Structural Pest Control Law."
- RULE 1.01 "APPLICANT" means any person making an application for a license, registration, examination or certification.
- RULE 1.02 "COLLEGE OR UNIVERSITY COURSE IN RELATED FIELD" means three semester hours or four quarter hours of a college course in biological sciences, physics or chemistry.
- RULE 1.03 "PEST CONTROL COURSE" means an educational program which provides the basic theoretical or practical knowledge of pesticides and their application, approved by the Department, and is equivalent to six months' experience for original certification.
- RULE 1.04 "PEST CONTROL SEMINAR" means a training program which provides the technical and legal aspects of present structural pest control technology, approved by the Department, and satisfies the structural pest control seminar requirements of the Act.

## ARTICLE II

## GENERAL REQUIREMENTS

- RULE 2.00 License Application for Commercial Structural Pest Control Business Location.  
Any person who engages in commercial structural pest control at or from any commercial structural pest control business location shall file a written application for a license, in duplicate, with the Department. The application for a commercial structural pest control business location license shall be on forms provided by the Department and shall contain the following information:
- a. Name and address of business.

- b. Business telephone number.
- c. Type of ownership.
- d. List of officers (if other than sole proprietorship).
- e. Name(s) and Illinois certificate number(s) of technician(s) employed by the business.
- f. Type of pest control activities performed by the business.
- g. A certificate of insurance as prescribed under Section 9 of the Structural Pest Control Act.
- h. The required fee as prescribed under Section 9 of the Structural Pest Control Act.
- i. Federal employer I.D. number.

## RULE 2.01

Registration application for non-commercial structural pest control location. Any person who engages in non-commercial structural pest control using restricted pesticides, at or from any non-commercial structural pest control location, shall file a written application, in duplicate, with the Department prior to the application of any restricted pesticide by said person or facility. The application for a non-commercial structural pest control location registration shall be on forms provided by the Department and shall contain the following information:

- a. Name and address of the company, State agency, unit of local government, school district, State funded college or university or other entity.
- b. A list of principal locations and addresses, when deemed necessary, where or from which pesticides are applied if other than the above.
- c. Telephone number and numbers of other locations listed in "b."
- d. Name(s) and Illinois certificate number(s), if applicable, of technician(s) employed by the non-commercial structural pest control location.



- e. Type of pest control activities performed at the above locations.
- f. Federal employer I.D. number, if applicable.

All applications shall be accompanied by required fee for registration except that, applicants of State agencies, units of local government, school districts, State funded universities and colleges or Federal agencies shall not be required to pay the registration fee.

RULE 2.02

Application for examination as a certified structural pest control technician. An applicant for examination as a certified structural pest control technician shall file his written application in duplicate in the office of the Department thirty (30) calendar days prior to the examination date. The application for certification as a structural pest control technician shall be on forms provided by the Department and shall contain the following information:

- a. Name and home address of the applicant.
- b. Name and address of the applicant's employer, if any.
- c. The name(s) and certification number(s) of the structural pest control technician(s) who has supervised the applicant's use of restricted pesticides for one year (six months, if evidence is attached indicating the completion of 12 semester hours at a recognized college or university or an approved course from an educational institution or other entity).
- d. Applicant's age and date of birth.
- e. Educational background (attach transcript) if six months' credit is requested.
- f. Technical education (attach documentation of successful completion of course) if six months' credit is requested.
- g. Professional experience verification, as may be required.
- h. The sub-categories in which the applicant desires to be examined (see Examination-Article III).



- i. Recent photograph of applicant (2 1/2" X 3 1/2").
- j. Social Security number of applicant.

All applications for examination shall be accompanied by the required fee for examination

RULE 2.03

Re-examination Applications. Any applicant who takes and fails to pass the general core examination and any sub-category of the examination as established under Article III, may reapply for re-examination in the general core or any sub-category(ies) failed (and in sub-categories not previously taken) by filing an application for re-examination on forms provided by the Department. Each application for re-examination must be accompanied by the fee required for examination.

RULE 2.04

Application of Certified Technicians for Examination in Other Sub-categories. Any certified technician may apply for examination in any sub-category established in Article III for which the certified technician has not previously been certified. The application shall be on forms prescribed by the Department and shall be accompanied by the required fee for examination.

RULE 2.05

Processing. Every application for a license, registration, examination or re-examination shall be completed before being processed by the Department. Incomplete applications shall be returned to the applicant with notification of the reason for the return.

RULE 2.06

Approved Applications. If an application for license or registration for a structural pest control location is approved, a license or registration shall be promptly issued by the Department. If an application for examination or re-examination is approved, the Department shall promptly notify the applicant in writing of such approval and assign the applicant to a place and time for examination. Upon written request, an applicant may be rescheduled for a subsequently scheduled examination, subject to Department approval.

RULE 2.07

Disapproved Applications. If an application is disapproved, the Department shall promptly notify the applicant in writing of such disapproval and state the reasons for disapproval.

- RULE 2.08      License and Registration Renewals.    Renewal notifications shall be mailed to all licensees and registrants at least 30 days prior to December 1 of each calendar year on forms prescribed by the Department. Any changes in required information should be recorded on the form by the applicant; the forms signed and returned to the Department, together with the appropriate renewal fee.
- RULE 2.09      Certification Renewals.    Renewal notifications shall be mailed to all certified technicians who are in possession of a valid certificate at least 30 days prior to December 1 of the third calendar year from the date of original certification or the third calendar year from the date of the most recent certification on forms prescribed by the Department. Any changes of employment, name or address should be recorded on the form; the form signed and returned to the Department with the appropriate renewal fee. Certificates shall be renewed provided there is evidence on record with the Department or attached to the renewal notice that the certified technician has attended at least one approved seminar on pest control or an approved college or university course in a related field during the three year period preceding the technician's renewal date.
- RULE 2.10      Records.    Certified technicians, when applying restricted pesticides, shall keep and maintain records of such application for a period of two years indicating: the amounts, kinds, purpose(s), date(s) and address(es) of application where restricted pesticides are applied. Such records shall be available for inspection by the representatives of the Department in accordance with the provisions prescribed in the Act.
- RULE 2.11      Certificates of Insurance.    Every commercial structural pest control location application for original license shall be accompanied by a certificate of insurance as prescribed under Section 9 of the Act. If the Department is not able to determine that the certificate of insurance satisfies the requirements of the Act, the Department may request that a copy of the insurance policy be submitted to determine its acceptability. The certificate of insurance shall be issued in the name of each commercial structural pest control

business and shall evidence coverage at each location requiring a license. Each applicant for license should direct his insurance company to provide the Department with the required certificate of insurance and to notify the Department in writing of any cancellations, material alterations or expiration at least ten (10) days prior to any such cancellation, alteration or expiration. Within ten (10) days after the renewal of an insurance policy, the licensee shall forward a renewed certificate of insurance to the Department. The public liability coverages as described on the certificate of insurance must be valid and in effect at the time the Department issues the holder of such insurance a commercial structural pest control business location license.

## RULE 2.12

Insurance Coverage. The public liability policy limits as described in Section 9 of the Act shall be primary, first dollar coverages. The primary, first dollar public liability coverage, when written in single limit liability form, shall be no less than the sum of the personal injury liability per occurrence limits and the property damage liability per occurrence limits, as found in Section 9 of the Act. A commercial structural pest control location licensee may not employ the use of any chemicals excluded from the licensee's liability insurance coverages. If the licensee has manufacturers and contractors liability coverage, the licensee's liability policy must contain classifications to insure the exterminating operations being licensed. Upon request by the Department, the applicant shall provide a duplicate copy of the licensee's insurance policy in order to determine proper coverages.

## RULE 2.13

Misuse of Pesticides. No person shall use or supervise the use of any registered pesticide in a manner inconsistent with its labeling approved by the U.S. Environmental Protection Agency or Illinois registration for that pesticide.

## RULE 2.14

Supervision. Each non-certified structural pest control technician, when using restricted pesticides, shall be under the supervision of a certified structural pest control technician who shall be responsible for the use and application of restricted pesticides by the



non-certified technician. Supervision by a certified structural pest control technician includes, but is not limited to, the following:

- a. the continuous presence of a certified technician; or,
- b. clearly legible instructions and/or directions for the handling and application of pesticides, for the precautions to be taken to prevent injury to the applicator and other persons or damage to the environment. The pesticide label is part of such instructions and may suffice in those matters which it covers; and,
- c. the availability of direct voice contact with the certified technician, providing supervision, during the time period normally adequate to complete the assignment; and,
- d. physical presence of the supervising certified technician at the site of application, if the labeling of the pesticide so stipulates or the non-certified technician has no previous experience with either the pesticide or application methodology in use; and,
- e. in other situations, where required by rules and regulations promulgated pursuant to the Act by the Department.

RULE 2.15

Inspections and Investigations. Inspections and investigations shall be conducted by authorized representatives of this Department as deemed necessary. After proper identification by the representative of this Department, the representative shall state the purpose of such inspection or investigation and give written notice to the licensee, registrant, certified technician, business or person stating the purpose of such inspection or investigation as follows:

- a. Determine the licensure or registration status of any person engaged in structural pest control at a commercial or non-commercial structural pest control business location.
- b. Determine the certification status of individuals applying restricted pesticides.



- c. Investigate complaints or injury to humans and property associated with the use of pesticides, and collect samples when necessary.
- d. Determine compliance with this Act and rules and regulations promulgated thereunder.

The notice shall be signed by the Department's representative. The notice being served upon a person should be signed by said person. If a violation is identified during the course of inspection or investigation, the Department shall first serve or cause to be served a written notice upon the licensee, registrant, certified technician or person which shall include a statement of the violation(s) and reason(s) for the issuance of the notice and shall require the person to remove or abate the condition or violation specified therein within ten (10) days or reasonable time as determined by the Department for the performance of any act required. If the licensee, registrant, certified technician or person fails to comply with the terms and conditions of said notice within the time specified, or such extended period of time, the Department may suspend or revoke such license, registration or certificate or may institute legal action.

RULE 2.16

License/Registration, Denial, Suspension or Revocation. Any person denied a license, registration or examination or whose license, registration or certification renewal is denied, suspended or revoked, shall have a right to a hearing before the Department. Hearings before the Department shall be in accordance with Article VI, Hearings.

ARTICLE III

EXAMINATIONS

RULE 3.00

General. The Department shall offer structural pest control certification examinations to persons who engage or perform structural pest control activities for the control of industrial, institutional, structural and health related pests. Persons using or supervising the use of restricted pesticides in, on or around

food handling establishments, human dwellings, institutions such as schools, hospitals, industrial establishments including warehouses and grain elevators, and any other structures and adjacent areas, public or private, and for the protection of stored, processed or manufactured products shall be required to complete a written examination as prescribed herein.

RULE 3.01

Examinations. The examination shall consist of a general core examination which must be written by all applicants. The general core examination shall test the knowledge of the applicant in labels, label comprehension, safety, environment, equipment, application techniques and laws and regulations. In addition to the general core examination, all applicants must be examined in at least one (1) of the seven (7) sub-categories prescribed herein. Any person using or supervising the use of restricted pesticides in commercial structural pest control must be examined in each sub-category, "a" through "d," for which the said person engages in structural pest control. Any applicant engaged in commercial structural pest control may also be examined in sub-categories "e" through "g." Persons who are examined in sub-categories "e" through "g" may not engage in commercial structural pest control unless they are examined in one or more sub-categories "a" through "d" and have complied with the licensure requirements for commercial structural pest control business locations. Any person using or supervising the use of restricted pesticides in non-commercial structural pest control must be examined in one of the sub-categories, "e" through "g."

If a person of a non-commercial structural pest control location engages or performs structural pest control identified in sub-category "b," "c," or "d," he must also be examined in each of those sub-categories. The sub-categories of examination are as follows:

- a. Insects, Rodents and Other Pests - includes the use or supervision of the use of restricted pesticides for the prevention and control of: (1) insects, mites, ticks and other related pests, but does not include termites; and (2) rats, mice, squirrels and other rodents;

and (3) bats and other mammalian pests.

- b. Termites and Other Wood Destroying Organisms - includes the use or supervision of the use of restricted pesticides other than fumigants, in, on or under a structure, for the prevention or control of termites, true powder post beetles, false powder post beetles, including deathwatch beetles, carpenter ants, carpenter bees and other pests which may destroy various parts of a structure.
- c. Birds - includes the use or supervision of the use of restricted pesticides for the prevention and control of pest birds such as sparrows, pigeons and starlings in, on or around structures.
- d. Fumigation - includes the use or supervision of the use of restricted fumigants for the control of pests in commercial and non-commercial pest control locations including, but not limited to, rail cars, trucks, ships, airplanes, docks and warehouses; and involves general, spot, tarpaulin, chamber vehicle and intransit fumigation.
- e. Food Processing, Manufacturing and Storage - includes the use or supervision of the use of restricted use pesticides for the prevention and control of pests associated with the manufacturing, processing, packaging or holding of food products for ultimate consumption by man or animals where such products are not served or offered for sale directly to the ultimate consumer.
- f. Institutional and Multi-unit Residential Housing - includes the use or supervision of the use of restricted use pesticides for the prevention and control of pests in, on or around State institutions, nursing homes, hospitals, public housing facilities and similar structures.
- g. Public Health Pest Control - includes State, Federal or other governmental employees using or supervising the use of restricted pesticides in public health programs for the prevention and control of pests having medical and public health importance other than mosquitoes.



- RULE 3.02      Examination Schedules. The Department shall schedule and hold at least one examination during each quarter of each calendar year for certification in all sub-categories. The schedule of examination dates and locations shall be mailed to every licensed, commercial and registered non-commercial structural pest control business location. Additional examinations may be scheduled for special groups or sub-categories as determined by the Department.
- RULE 3.03      Grades. A technician shall attain a grade of 70 percent or higher on the general core examination and in each of one or more of the sub-categories in order to become certified in that sub-category of structural pest control operations. Each applicant is required to pass the general core examination for certification. Examinations in each sub-category must be successfully completed before a technician may perform structural pest control applications using restricted pesticides in that sub-category.
- RULE 3.04      Notification of Examination Results. Each examinee shall be promptly notified by letter from the Department of Public Health of the results of his examination. An applicant who has successfully passed the general core examination and one or more sub-categories shall be issued a certificate for each sub-category passed.
- An applicant who fails the general core examination or any sub-category examination will be notified in writing by the Department, and a re-examination application will be mailed to the applicant.
- RULE 3.05      Confidentiality of Examination Scores. Results of the examination shall not be released by the Department to any person(s) except the examinee or his authorized representative. No test results will be communicated via public service (telephone) to anyone other than Department officials.
- RULE 3.06      Examinee's Review of Examination. Applicants may review their examination(s) at the Department office in Springfield on an individual basis and by appointment only. No person will be permitted to copy any portion of the examination.



## ARTICLE IV

## PEST CONTROL COURSES

- RULE 4.00      General. An educational institution or any other entity which has established or proposes to establish a pest control course to satisfy the educational pest control course requirements of the Act, must submit its program for review and approval by the Department.
- RULE 4.01      Application. Any educational institution or other entity may apply for approval of a pest control course by written request to the Department and shall include a complete description of the subject material; total hours per subject; total hours of course; ratio of theoretical to practical training, if applicable; date or dates pest control course or seminar is to be offered, if applicable; and the educational or experience prerequisites, if any, for participants.
- RULE 4.02      Instructors. Any instructor participating in an approved pest control course shall be a certified structural pest control technician, or a pest control specialist in a related field, in possession of a college degree from a recognized college or university in one or more fields related to pests and/or pesticides. In addition, any person who has knowledge and experience in a special field not related to pests or pesticides, may be utilized to supplement the program.
- RULE 4.03      Pest Control Course Description. Every pest control course shall cover the following subjects:
- a.      Label and Labeling Comprehension
    - 1.      The general format and terminology of pesticide labels and labeling;
    - 2.      The understanding of instructions, warnings, terms, symbols and other information commonly appearing on pesticide labels;
    - 3.      Classification of the product as general or restricted; and
    - 4.      Necessity for use consistent with the label.

## b. Safety - Factors including:

1. Pesticide toxicity and hazard to man and common exposure routes;
2. Common types and causes of pesticide accidents;
3. Precautions necessary to guard against injury to applicators and other individuals and property damage in or near treated areas;
4. Need for and use of protective clothing and equipment;
5. Symptoms of pesticide poisoning;
6. First aid and other procedures to be followed in case of a pesticide accident; and
7. Proper identification, storage, transport, handling and mixing procedures and disposal methods for pesticides and used pesticide containers, including precautions to be taken to prevent children from having access to pesticides and pesticide containers.

## c. Environment - The potential environmental consequences of the use and misuse of pesticides as may be influenced by such factors as:

1. Weather and other climatic conditions;
2. Types of terrain, soil or other substrate;
3. Presence of fish, wildlife and other non-target organisms; and
4. Drainage patterns.

## d. Structural Pests - Factors such as:

1. Common Features of pest organisms and characteristics of damage needed for pest recognition;
2. Recognition of relevant pests; and

3. Pest development and biology as it may be relevant to problem identification and control.
- e. Pesticides, including fumigants - Factors such as:
1. Types of pesticides to control insects, rodents, other pests, termites and other wood destroying organisms; birds and other vertebrates.
  2. Types of formulations;
  3. Compatibility, synergism, persistence and animal and plant toxicity of the formulations;
  4. Hazards and residues associated with use;
  5. Factors which influence effectiveness or lead to such problems as resistance to pesticides; and
  6. Dilution procedures.
- f. Equipment - Factors including:
1. Types of equipment and advantages and limitations of each type; and
  2. Uses, maintenance and calibration.
- g. Application Techniques - Factors including:
1. Methods of procedure used to apply various formulations of pesticides, solutions and gases, together with a knowledge of which technique(s) of application to use in a given situation.
  2. Relationship of discharge and placement of pesticides to proper use, unnecessary use and misuse; and
  3. Prevention of drift and pesticide loss into the environment.
- h. Laws and Regulations - Applicable State and Federal laws and regulations.

- RULE 4.04      Record of Completion. Each educational institution or other entity whose pest control course has been approved by the Department shall issue a letter or certificate of completion to each enrollee or participant who has successfully completed its course. In addition the educational institution or other entity may file a copy of the letters, certificates or lists of participants with the Department as a matter pertaining to the personal records of such participant.
- RULE 4.05      Pest Control Course Evaluation. The Department may evaluate an approved pest control course, after written notification, to substantiate the level of on-going effectiveness of the pest control course.
- RULE 4.06      Approval. Each educational institution or other entity whose pest control course is approved by the Department shall receive a letter of approval from the Department.
- RULE 4.07      Disapproval of an Application or Rescission of Approval.
- a. Each educational institution or other entity whose application for approval for a pest control course is denied shall receive a written notice from the Department stating the reason(s) for denial and shall have the right to a hearing before the Department.
  - b. If the Department, upon evaluation, finds that an approved pest control course is not being conducted in accordance with the approval issued by the Department, the Department shall give written notice of the variation(s) to the educational institution or other entity.
- If the conditions stated in the written notice have not been corrected on or before thirty (30) days after the date of issuance of such notice, the Department may rescind its approval of the pest control course. Any educational institution or other entity whose approval has been rescinded shall have the right to a hearing before the Department.



- c. A written request for a hearing shall be served upon the Department within twenty (20) days after an application for approval has been denied or an approval has been rescinded. Hearings before the Department shall be in accordance with the Act.

## ARTICLE V

### PEST CONTROL TRAINING SEMINARS

- RULE 5.00 General. In order to satisfy the training seminar requirements of the Act, each educational institution or any other entity which has established or proposes to establish a training seminar on pest control shall submit their program to the Department in writing for review and approval.
- RULE 5.01 Application. Any educational institution or other entity may apply for approval of a pest control training seminar by written request to the Department. Such request shall include a complete description of the subject material; total hours of the seminar; and, if available, the date(s) and location(s) the pest control seminar is to be offered.
- RULE 5.02 Instructors. Each instructor participating in an approved pest control training seminar shall be a certified structural pest control technician; a pest control specialist in a related field, in possession of a college degree from a recognized college or university in one or more fields related to pests and/or pesticides. In addition, any person who has knowledge and experience in a special field, not related to pests or pesticides, may be utilized to supplement the program.
- RULE 5.03 Pest Control Seminars. Pest control seminars shall cover one or more categories outlined in Article IV, Rule 4.03.
- RULE 5.04 Record of Completion. Each educational institution or other entity whose pest control training seminar has been approved by the Department shall issue a letter or certificate of completion to each enrollee or participant

who has successfully completed such seminar. In addition, the educational institution or other entity may file a copy of the letter(s), certificate(s), or list(s) of participants with the Department as a matter pertaining to the personal record of such participants.

## RULE 5.05

Pest Control Seminar Evaluation. Upon written notification, the Department may evaluate an approved training seminar in pest control to substantiate the level of the ongoing effectiveness of the pest control course or training seminar.

## RULE 5.06

Approval. Each educational institution or other entity whose pest control training seminar is approved by the Department shall receive a letter of approval from the Department.

## RULE 5.07

Disapproval of an Application or Rescission of Approval.

- a. Each educational institution or other entity whose application for approval of a pest control training seminar is denied shall receive a written notice from the Department stating the reason(s) for denial and shall have the right to a hearing before the Department.
- b. If the Department, upon evaluation, finds that an approved pest control training seminar is not being conducted in accordance with the approval issued by the Department, the Department shall give written notice to the educational institution or other entity.

If the conditions stated in the written notice have not been corrected after thirty (30) days of such notice, the Department may rescind its approval of the pest control training seminar. Any educational institution or other entity whose approval has been rescinded shall have the right to a hearing before the Department.

- c. A written request for a hearing shall be served upon the Department within twenty (20) days after an application for approval has been denied as an approval has been rescinded. Hearings before the Department shall be in accordance with the Act.

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ARTICLE VI

HEARINGS

RULE 6.00

The Administrative Procedures Act (Chapter 127, paragraphs 1001-1021, Illinois Revised Statutes), is applicable and shall govern all hearings.

